

State of Delaware
Homeland Security Advisory Council
Unmanned Aerial Vehicle (UAV) Subcommittee

Minutes

08/06/15

1330-1530

Delaware State Fire School, Room 7
Dover, DE 19901

1. Welcome and Room Introductions

- a. Dwayne Day led introductions around the room

Present Voting Committee Members

Dwayne Day	DeIDOT
Darren Short	Delaware State Police Aviation
Jeff Streavel	
Herbert Tanner	University of Delaware
Dallas Wingate	Delaware National Guard

Members Present by Proxy

Jimmy Kroon	Department of Agriculture (Proxy for Secretary Kee)
Jerry Brennan	Delaware State Fire School (Proxy for Robert Newnam)

Present Non-Voting Committee Members

Lisa Morris	Department of Justice
Josh Thomas	DeIDOT

Also Present

Jen Duval	Jacobs, DeIDOT Consultant
Joe Hughes	League of Local Governments

Absent Voting Committee Members

Eric Bowers	Dover AFB
Ray Holcomb	Department of Safety and Homeland Security
Edwin Kee	Department of Agriculture

Absent Non-Voting Committee Members

Kimberly Chandler	Department of Safety and Homeland Security
Matthew Laick	Department of Safety and Homeland Security
Brian Malloy	Delaware National Guard
Chris Marsh	DeIDOT
Don Pope	Delaware State Police

2. Approval of Previous Meeting's Minutes

- a. D. Wingate made a motion to accept the minutes. Motion was seconded by B. Tanner.
Motion passed and minutes were approved.

3. Old Business

- a. 07/03/15 Meeting - the last committee meeting occurred in July.

- b. J. Hughes has replaced Joe Wessels as the League of Local Governments representative.

4. New Business

- a. Website
 - i. D. Day reported that DelDOT will work with DTI to build a public statewide UAV website.
 - ii. Anticipate completion in the next 30-60 days.
 - iii. Proposed domain: uav.de.gov
 - iv. D. Day requested the committee provide suggestions for content.
- b. Law Enforcement Guidance Document
 - i. D. Day reported that the Attorney General's office plans to put together a guidance document for law enforcement.
 - ii. D. Day requested the committee send any relevant articles regarding law enforcement encounters with UAVs to him.
- c. League of Local Governments Letter
 - i. The committee reviewed the draft letter prepared by J. Hughes to the LLG.
 - ii. D. Wingate suggested adding a synopsis of state legislation.
 - iii. D. Day suggested waiting until the new website is active before sending the letter.
 - iv. D. Day requested that the committee review the letter and provide comments to Mr. Hughes.
- d. Fred McKee
 - i. D. Day invited Fred McKee to attend a future committee meeting. Mr. McKee hopes to attend a future meeting.
- e. Miscellaneous
 - i. D. Day updated the committee on various UAV sightings around the state.
 - ii. J. Thomas drafted a map showing "no fly zones" for UAVs in Delaware. He will present it at the next meeting.
 - iii. B. Tanner reported that there is a new technology for tethered drones.

5. Conferences / Industry Events

- a. None.

6. Action, Recommendation & Research Items

- a. Committee to provide input to D. Day regarding UAV website content.
- b. Committee to provide input to J. Hughes on LLG letter.
- c. Committee to send articles/incident information regarding local, regional, national law enforcement encounters with UAVs to D. Dwayne and E. Coombs.

7. Next Meeting—Thursday September 3, 2015

- a. D. Wingate made a motion to adjourn the meeting and D. Short seconded—motion carried. The meeting was adjourned at 2:49 pm.